



State of Arizona  
Department of Education

Jaime A. Molera  
Superintendent of  
Public Instruction

**SPED 02-35**

**M E M O R A N D U M**

March 14, 2002

**TO:** Gifted Education Project Director  
«CTD\_Number» «District\_Name»

**FROM:** Carolyn K. Carr, Ed.S.,  
Coordinator of Gifted Education  
Exceptional Student Services

**SUBJECT:** Fiscal Year 2002 Reallocation of Gifted Funds/Gifted Information

**Please Note: DATED MATERIAL – REVIEW IMMEDIATELY**

**FY '02 Gifted Amendments**

Several school districts and charter schools have elected not to apply for gifted education funding in 2001-2002. As a result, there are additional funds available that have been allocated to the districts that were eligible to receive them.

Your district or charter, however, is entitled to no additional dollars, since the ADM did not generate additional dollars.

Therefore, an amendment to your current project for any carryover funds and/or interest from previous fiscal years should be submitted if you have not already done so. The due date for gifted amendments this year is May 1, 2002. Please note that the standard amendment deadline of March 31 from prior fiscal years has been extended for this fiscal year, and only this fiscal year, for later reallocations. May 1, 2002 is the very last day that amendments will be accepted by the Gifted Office. Amendments are processed in the order that they are received. This due date extension for gifted education does not necessarily apply to other programs. March 31 will be the standard amendment due date in future years, however, final authority on the due date rests with this Gifted Office. Please note that unspent funds that have been amended in FY '02 can be carried over into your FY '03 gifted project through the FY '03 amendment process.

Due to cash flow issues, if your amendment needs to be processed by a certain time this year, please call, write, fax or e-mail the Gifted Office. As in the past, every effort is made to accommodate special requests.

**Capital Outlay**

Purchase of capital outlay, when itemized and used to support the gifted program, is an acceptable use of gifted funds. Capital outlay items that directly benefit the gifted instructional programs such as TV/VCRs, camcorders and computers are approvable items after review by the Gifted Office. Purchase of general equipment such as file cabinets, chairs and desks should be made from local funds.

### **Annual Gifted Program Evaluation Report**

For FY '02, please plan to keep your own evaluation studies of your programs (ARS 15-772-B) in the district office of the gifted director/coordinator. These evaluation studies do not need to be turned into the Gifted Office this year. The studies, however, need to be available if your district or charter is selected for monitoring. Likewise, the studies will need to be available if your charter or district participates in self-monitoring. The Gifted Work Group on Evaluation, a group of school personnel volunteers, will meet again this year. This group is providing input to the Gifted Office on revisions to the Annual Gifted Program Evaluation Report. The revised report will be used at the end of fiscal year '03.

### **FY '02 Gifted Completion Reports**

FY '02 gifted completion reports are due on or before Monday, September 30, 2002. You may wish to mark your calendars now as a reminder of this important date.

If you have any questions or concerns, please feel free to call Kimberly Podpah, program assistant for gifted education, at (602) 542-3185 or me at, (602) 364-4022. The fax number is (602) 542-5404. My e-mail address is [ccarr@ade.az.gov](mailto:ccarr@ade.az.gov). Kimberly's e-mail address is [kpodpah@ade.az.gov](mailto:kpodpah@ade.az.gov).

CC/kp

cc: Superintendent, «District\_Name»